

CIRCULAR No. 95

18.08.2025

To: All Faculty & Staff Members

Subject: Orientation Program for PG Courses MBA (FT), MBA (BA) and MCA Batch 2025 –19.08.2025

Dear Faculty and Staff Members,

The Orientation Program for MBA (FT), MBA (BA) and MCA Batch 2025 is scheduled as follows:

📅 Dates: Monday, 19 August 2025.

🕒 Time: 10:00 AM

📍 Venue: Seminar Hall 1

Instructions:

Faculty & Staff: Must report by 09:30 AM in formal attire (Female members in Saree & Male members in Corporate Formal including Tie).

Class Mentors: Required to report by 09:00 AM sharp.

Internal Arrangement, Registration and Inaugural Committee Members: Must reach by 09:00 AM for necessary preparations.

Students: Reporting time is 09:30 AM.

Your punctual presence and cooperation are essential for the smooth conduct of the program.



Dr. Rakhi Singh Chouhan
Principal Incharge - Management